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Security Information

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief of Logistics

FROM : Chief, Transportation Division

SUBJECT: Weekly Activity Report

DATE: SEP 24 1953

1. GENERAL

[REDACTED] 25X1A6a

[REDACTED] 25X1A

A simplified procedure for notifying the [REDACTED] of materiel to be shipped overseas through [REDACTED] was prepared and forwarded to the Chief, Supply Division, for concurrence and forwarding to the Chief, [REDACTED] Depot. The original procedure was established by the Transportation Division and concurred in by the Chief, Supply Division in March, 1953. It is considered that the revised procedure will eliminate a considerable amount of typing and should expedite notification to the Chief, [REDACTED] Depot, with regard to shipments handled by that depot. 25X1C4a 25X1A6a ✓ 25X1A6a

25X1X4

c. Movement of CIA Dependents, Household Effects, etc., Under
[REDACTED] (continued item)

25X1C4a

Formal concurrence [REDACTED] has been received. Transportation Division will assist the Coordination and Requirements Staff in the coordination, review and analysis of prepared Regulations covering this subject. 25X1C4a ✓

d. Review of Assignment and Use of Automobiles, Station Wagons, and Chauffeurs (new item - completed)

The Chief of Logistics submitted a report to the Comptroller. However, the Assistant Deputy Director (Administration) directed that the Chief, Transportation Division assist the Comptroller in preparing the proposed action to be submitted to Bureau of Budget. This should be completed not later than 24 September. ✓

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2. PROJECTS AND STUDIES IN PROCESS

25X1A6a

a. Delayed Shipment to [REDACTED] (continued item)

No change. This shipment is still being withheld by the Western Europe Division pending establishment of channels satisfactory to the field.

b. Motor Vehicle Regulations (new item -- completed)

25X1A9a

Mr. [REDACTED] A/DDA Staff, furnished to Chief, Transportation Division, the comments of Assistant Deputy Director (Administration). These comments will be discussed with Deputy Chief of Logistics on 23 September.

3. OTHER ITEMS OF INTEREST

25X1A6a

a. [REDACTED] (completed item)

25X1C15a

[REDACTED]

b. Truck Operations and other Highway Activities (new item - completed)

(1) Number of trips:

- (a) Local 79
- (b) Out-of-town 4

(1)

[REDACTED] (Weight moved 50,434 pounds)

— 2 25X1A6a

(2)

[REDACTED] (Weight moved - 3,900 pounds; return load, 3,000 lbs.)

(3)

New Haven, Conn.
(Weight moved - 1,051 pounds; return load, 651 lbs.)

(2) Total Truck Mileage . . 6,971 miles

(3) Two Agency cars were driven to the [REDACTED] by Transportation Division personnel for overseas shipment.

25X1A6a

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c. Cargo Shipments (new item - complete)

A total of 12 air and 46 sea and rail shipments were made during the week.

d. Passengers and Personal Property (new item - completed)

- (1) Number of incoming personal property shipments 29
- (2) Number of outgoing personal property shipments 4
- (3) Number of outgoing privately owned automobiles 3
(Delivered by individual owner to New York)

e. Administration (new item - completed)

(1) The Transportation Division arranged for the microfilming of 464 vital documents.

(2) The following documents were handled:

- (a) Incoming Cables 158
- (b) Outgoing Cables 81
- (c) Incoming Correspondence . 309
- (d) Outgoing Correspondence . 224

4. SPECIAL PROBLEMS

a. Return of Household Effects without Prior Notification
(continued item)

No change. Household effects of two Agency employees transferred from [REDACTED] were shipped to the U. S. Despatch Agent, [REDACTED], and are now in temporary storage at the [REDACTED]

25X1A6a

25X1A6a

b. Classification of Letters to the American Express Company
(continued item)

No change. The Transportation Division has requested a ruling from the Security Office, Logistics Office, as to whether or not Agency letters to the American Express Company required a classification.

5. MAJOR OBJECTIVES

a. Obtain appropriation symbols to be used on transportation requests and all Government Bills of Lading used by this Agency:

PERCENTAGE COMPLETED: 80% (Representative of the Comptroller indicated Appropriation Symbols will be furnished Transportation Division in the near future.)

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25X1C4a b. Publication of Agency Regulations setting forth the procedure
25X1C4a for the movement of Agency employees [REDACTED]
25X1C4a [REDACTED] their dependents, household goods, personal effects, privately
owned automobiles and pets [REDACTED]

PERCENTAGE COMPLETED: 80%

25X1A c. Establish channels for movement of sensitive items to overseas
areas so that items can be delivered to final destination without
[REDACTED]

PERCENTAGE COMPLETED: 30%

d. Preparation of necessary regulations for the control of trans-
portation of things and travel:

PERCENTAGE COMPLETED: 55%

25X1A6a e. Establishment of scheduled truck runs from the [REDACTED] 25X1A
Depot to [REDACTED]

PERCENTAGE COMPLETED: 100%

f. Establishment of an accounting system for funds allotted to
and obligated by the Transportation Division:

PERCENTAGE COMPLETED: 80%.

25X1A9a

[REDACTED]

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